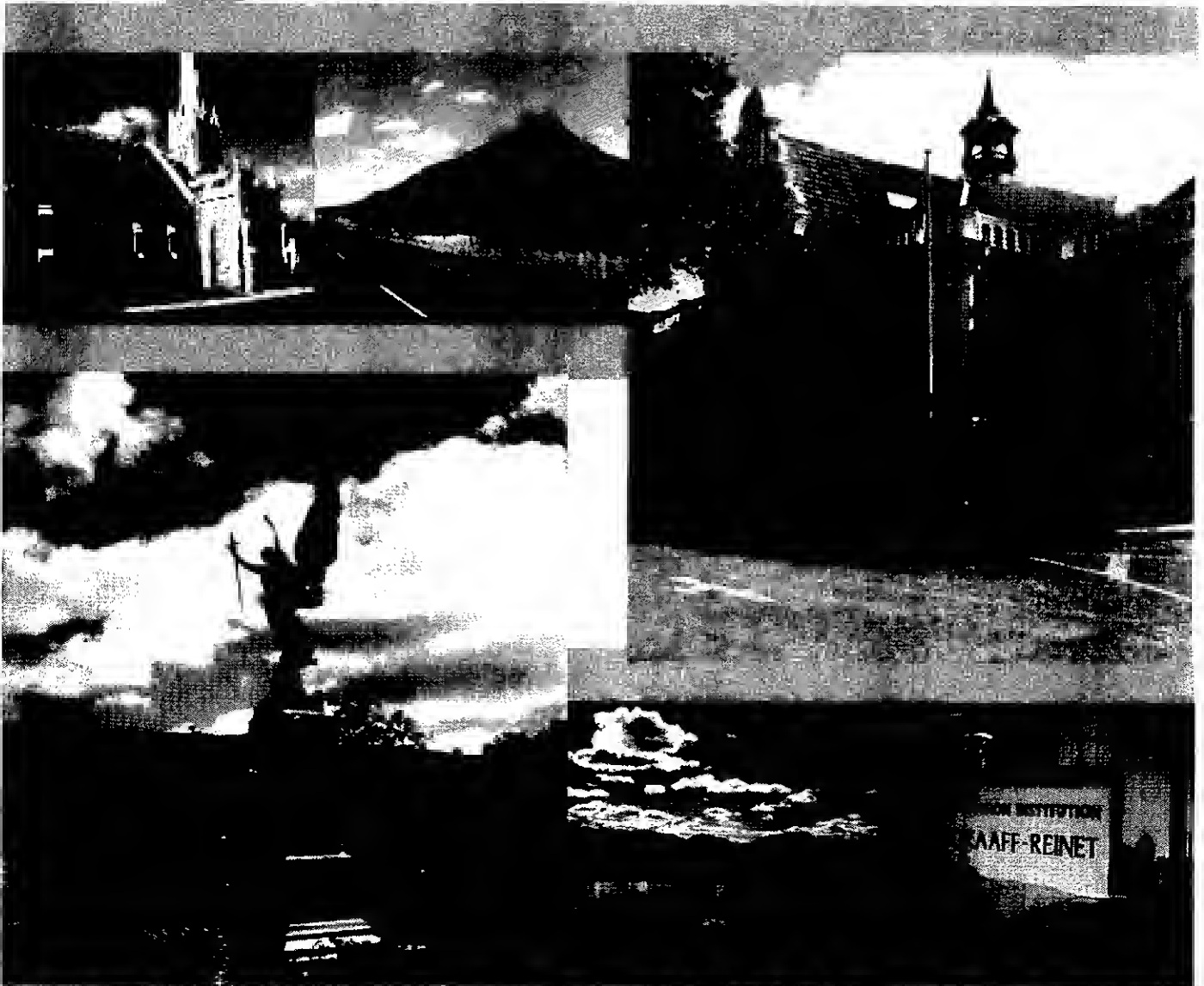




# Camdeboo Municipality

## Annual Report 2007

*Wesley M. P.*



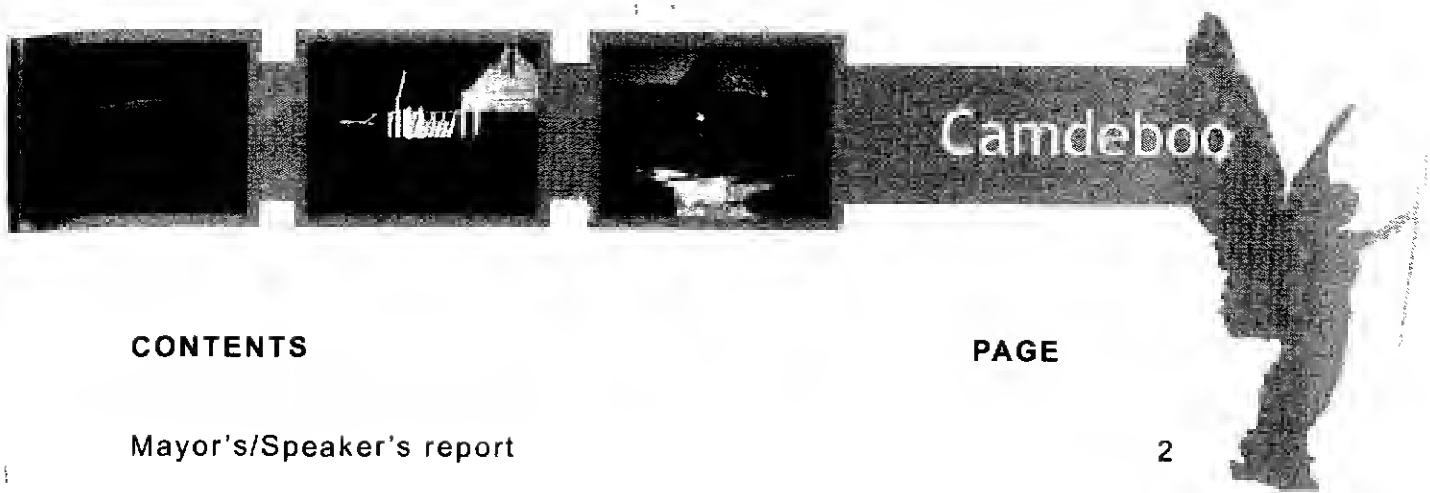


# Camdeboo Municipality

## Annual Report 200

*Wanda M. S.*

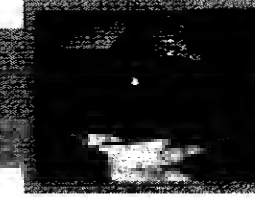
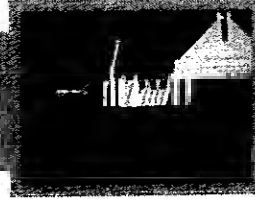




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## ANNUAL REPORT 2007

The third clause of the Freedom Charter proclaims: The people shall share in the country's wealth, but at the moment it is however not perfectly possible to live this clause out as the intention was in 1955.

I wish to state, that local Government closest to the people needs to fulfill this obligation. Hence the Acts that governs us all its clear on issues such as internal systems, consultative processes, performance systems and reporting mechanism to enhance accountability. Even the IDP and budget must be consistent with each other. This means that the consultative and technical processes should be aligned early so that they become one process.

This will enable the Municipality to make the necessary linkages between the MFMA and the MSA to for instance ensure:

- Consistent definitions for municipal services, service delivering agreements, local community, and other important concepts
- Adoption of a performance system
- Annual service delivering and budget implementation plan (SDBIP) with measurable performance objectives.

In all these the communities needed to be consulted around budgets, borrowing, IDP's, performance systems, annual reports, entities or alternative service delivering mechasim.

In all these the local Municipality and in our case the Camdeboo Municipality must make sure that the people share in the country's wealth, and as a matter of fact we have been achieving these objectives to a certain extent in the budget year under review.

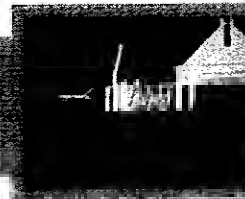
I therefore hereby as speaker/mayor wish to thank and congratulate the Municipality; the councilors, the staff and community on a work well done.

All is not gold that glitters, but at least we've tried our level best and the people seem to understand.

Hoping therefore that with the next Budget and in the years to come we will be able to better on these achievements.

Financial Greetings

**D. JAPHTA**  
**CAMDEBOO MAYOR**  
**31-03-2008**



## INTRODUCTION

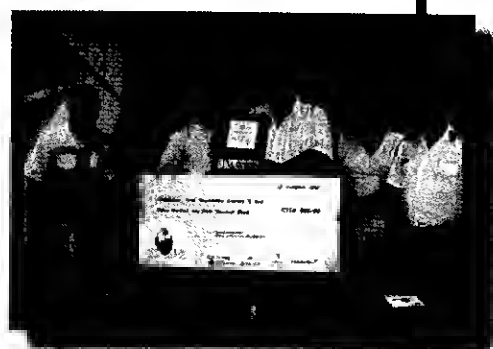
Camdeboo Municipality (EC101) incorporates Aberdeen, Graaff-Reinet (seat) and Nieu-Bethesda. It has a total population of approximately 50 000 inhabitants.

## VISION

Camdeboo Municipality strives to ensure the development and participation of all its inhabitants within an economically viable and sustainable environment, where equal opportunities are promoted. Poverty is uprooted and services provided at an affordable cost within a crime free, healthy, environmentally friendly and well managed administration.

## HIGHLIGHTS

- \* Won the Provincial Cleanest Town Competition.
- \* Won the 2005/2006 and 2006/2007 Provincial Vuna Award.
- \* Expansion of the Water purification plant in Graaff-Reinet.
- \* Construction of a Waterborne Sewerage Plant in Nieu-Bethesda.
- \* Fencing of Fonteinbos Nature Reserve in Aberdeen – grant from the National Lottery Fund.
- \* Appointment of a third Community Development Worker – Ward 6.



## ACTING MUNICIPAL MANAGER'S REPORT

### COMPOSITION OF COUNCIL SINCE 1 MARCH 2006

Mr. D. Japtha (PR) (ANC) Mayor/Speaker

Mr. V.G. Jacobs (Ward 1) (ANC): Chief Whip

Mr. S.J. Mbotya (PR) (ANC)

Miss. M. Jacobs (PR) (ANC)

Miss. A. Booysen (Ward 6) (ANC)

Miss. K. Hoffman (Ward 3) (ANC)

Mr. C. Abels (Ward 4) (ANC)

Mr. I. Reid (Ward 5) (ANC)

Mr. T.J.C. Eksteen (PR) (DA): Chief Whip

Mr. M. Block (PR) (DA)

Mr. A.R. Knott-Craig (Ward 2) (DA)

Absent: CLRs. A. Booysen and M. Block

## PORTFOLIO COMMITTEES

### (a) INFRASTRUCTURE AND TECHNICAL SERVICES

Miss. K. Hoffman – Chairperson

Mr. S.J. Mbotya

Miss. A. Booysen

Mr. M. Block

Mr. V.G. Jacobs

Mr. D. Japtha (Mayor/Speaker) Ex-officio

Absent: CLR. A. Booysen and M. Block

### (b) FINANCE AND HUMAN RESOURCE

Mr. I. Reid – Chairperson

Miss. M. Jacobs

Mr. T.J.C. Eksteen

Mr. V.G. Jacobs

Miss. A. Booysen

Mr. D. Japtha (Mayor/Speaker) Ex-officio

Absent: CLR. A. Booysen



### (c) COMMUNITY AND SOCIAL SERVICES COMMITTEE

Mr. C. Abels – Chairperson

Mr. I. Reid

Ms. M. Jacobs

Ms. K. Hoffman

Mr. M. Block

Mr. D. Japtha (Mayor/Speaker) Ex-officio

Absent: CLR. M. Block



## OTHER COMMITTEES AND FORUMS

There are other several other committees and forums of Council with different roles and responsibilities.

### TOP MANAGEMENT

Mr. M.G. Langbooi – Acting Municipal Manager

Mr. A.D. Grimbeek – Finance Manager

Miss. Z.V. Kali – Acting Administration Manager

Mr. C.V. Rhooode – Manager: Community Services

Mr. J.J. Krige – Manager: Health Services

## ACTING MUNICIPAL MANAGER'S REPORT

Mr. M.P. Minnie – Manager:  
Electrical Services

Mr. M.K. Kheka – Acting Manager  
Technical Services

### STAFF ESTABLISHMENT

According to our 2006/2007 records, at the commencement of the Financial Year there were 300 employees. There were 246 males and 54 females, which indicated that the institution needs to adhere strictly to both the Gender and Employment Equity Plans, when appointing new staff.

The majority of departments experienced a great shortage of staff and this had a negative contribution to a certain extent on our service delivery.

Both the Health Services and Technical Services departments had to be granted permission by Council to employ casual workers on a three-month rotational basis so that they can meet the set delivery standards and timeframes.

Once again our institution managed to finish the year on a satisfactory level due to the commitment of Councillors and the employees in attempting to improve the quality of the lives of the people of our area. A healthy relationship prevailed between both the employer's and employees' organizations as a result no man hours were lost due to industrial actions or other forms of disputes/actions. The Local Labour Forum managed to a certain extent to maintain a common understanding amongst the institutional organizations.

### BRIEF DEPARTMENTAL REPORTS

#### (a) ADMINISTRATION

This department managed to render the necessary support services to Council and the entire institution, although sometimes under very difficult circumstances.

All the meetings that were scheduled according to the

Year Planner did take place, although in some instances they had to be re-scheduled due to unforeseen circumstances or activities that had to be accommodated.

The department also continued to render support services to other sub-committees; such as the Commonage Management Committee; Audit Committee; etcetera.

The housing section assisted Council in delivering 346 houses in Eunice Kekana Village and 31 units in Aberdeen, also with the assistance of unemployed youth.

With continuous and ever-increasing presence being exerted by people who want houses, Council utilized the services of a consultant to develop a Spatial Development Framework Plan that identified suitable areas for human settlement.

The attendance of meetings by Councillors was satisfactory.

Portfolio Councillors and the employees attended various meetings; workshops; trainings; conferences and seminars, and reports were submitted by the attendees.

#### (b) COMMUNITY AND SOCIAL SERVICES

This department is mainly responsible for general law enforcement and traffic control; the fire section and disaster management.

Council has identified a post for a law enforcement officer who will be solely responsible for the implementation of the newly promulgated by-laws together with the trained Peace Officers.

It continues to test motor vehicles for roadworthiness;



examining candidates for learners' and drivers' licences; conversion of drivers' licences; painting of roadmarkings and the erection of road signs.

### (c) ELECTRICAL SERVICES

This department is mainly responsible for the provision of electricity in the entire area as well as the surrounding farms.

It also assisted the neighbouring municipalities whenever they experienced huge electrical problems, at cost.

The department managed to implement all the capital projects that were budgeted for, for the upgrading of overhead powerlines; provision of area lights; provision and maintenance of floodlights on sportfields; future lights;

attend to vandalized street lights; roll-out of free basic electricity; the refurbishment of substation buildings; upgrading of the Jansenville powerline, new fencing at the main substation yard, to provide more prepaid vending sales points where needs exist and installed Radio 2000.

### (d) HEALTH SERVICES

This department is composed of two sections; namely, Primary Health Care and Environmental Health Care. The primary health care is responsible for the rendering of health care services at the five clinics in our area.

The environmental health section is mainly responsible for monitoring of the water sources especially the quality; implementation of health legislation and relevant by-

laws; prevention of disease outbreaks and the control of vectors; monitoring and control of pests as well as the promotion of health education.

### (e) TECHNICAL SERVICES

The department is responsible for civil engineering services such as the construction and maintenance of roads; construction and maintenance of stormwater drainage system; provision of quality water; the waterborne sewerage system; cleaning of streets, maintenance of parks and other recreational facilities; building plans and inspection of contributions works; construction and maintenance of pavements; irrigation and maintenance of trees as well as other relevant infrastructural development.

Due to the resignation of the

Manager: Technical Services, Mr. M.F. Rockman, Council appointed Mr. D. Greyling as a Technical Consultant for all the Municipal Infrastructure Grant projects.

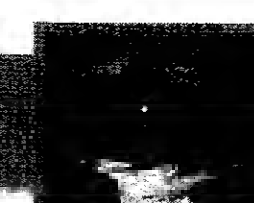
Although there was a serious backlog in the expenditure rate regarding the projects, he managed to commit all the funds that were allocated to our institution within the stipulated timeframe.

Mr. M.K. Kheka was appointed as the Acting Manager of the department. At the end of the financial year the post was still vacant. Council has undertaken to fill the post before December 2007.

### (f) TREASURY

The department is mainly responsible for the general management of the finances as





well as to monitor and control the expenditure and income of the departments.

The main activities of the Treasury Department are the compilation of the annual budget; budgetary control; monthly financial reports; adjustments budgets; financial statements; banker reconciliation; accounts; payment of creditors; salaries and wages; metre readings and processing of accounts; management and control of stores; debt management; assets management; supply chain management and fleet management.

In conclusion, this department also assists with internal audit control; providing the Audit Committee with relevant information or data; risk management and also the annual audit reports.

With stringent financial controls

and adherences to fiscal legislation, this department has managed to control the finances according to the required accounting standards.

## ECONOMIC DEVELOPMENT

This section of our institution is tasked with the social upliftment and economic empowerment of the local people and is aligned to the Provincial Growth and Development Plan of Province; strategies, initiatives and programmes are intended to be people focused and people-centric.

The unemployment rate in our entire area was still above 55 % because there are no big industries that can provide permanent job opportunities.

Our main economic activities are agriculture and tourism, the latter being the most economic tool that injects financial benefits to our local economy.

Council continues to play a supportive role in assisting some organizations

or groups to access funding for their economic development projects.

The local people are being encouraged and motivated to come up with initiatives that can play a significant role in developing our entire area economically.

This will assist in reducing the unemployment and ultimately the poverty levels.

## INTEGRATED DEVELOPMENT PLAN

The five-year plan for the period 2008 to 2012 was completed and approved by Council in May this year. All the relevant stakeholders were invited to participate in the whole process; that is, in the Steering Committee and the Representatives Forum.

The process consists of five phases; namely; the analysis; strategies; projects; integration and approval phases.

Council approved the Integrated

Budget and IDP Process Plan that guided both Council and stakeholders throughout the process.

The IDP can only be implemented with a Budget and therefore it is of paramount importance that the projects appearing in the IDP are linked to a secure funding stream.

Once again an amount of R50 000,00 was received from Cacadu District Municipality for to undertake the whole process.

## SPATIAL DEVELOPMENT FRAMEWORK PLAN

Council engaged the services of Urban Dynamics, the consultants based in Port Elizabeth to develop a Spatial Development Framework Plan for the entire area.

Consultation processes took place as scheduled and the draft plan was submitted to Council on 14 December 2006, for consideration and approval.

However, the auditors discovered that the plan was not properly aligned to the Integrated Development Plan and that this needs to be addressed during the 2007 / 2008 Financial Year.

### SUPPLY CHAIN MANAGEMENT

Both the Bid Evaluation and Adjudication Committees performed their duties according to the provisions of the Municipal Finance Management Act.

No Councillors participated in the procurement processes as they are prohibited to do so by the Act.

Also no Councillor or official benefited directly or indirectly from the tenders.

When final reports were submitted to Council they were clearly marked "for information", although Council had an opportunity to interrogate each process to ensure that the

provisions of the Act were adhered to by the responsible officials.

Monthly and quarterly reports were submitted to the National Treasury in the prescribed format.

No queries were received from the said department.

The procurement process of asking for quotations was amended to ensure that there were no loopholes in the whole process.

In addition, all MFMA monthly and quarterly reports were submitted to both the National and Provincial Treasury.

With the establishment of the Regional Office in Port Elizabeth there were some serious problems at the beginning, but we managed to solve them in an amicable manner.

Our Treasury Department as well as other departments need to be commended for the efficient and

effective manner in which they compiled their reports for submission to Council because no complaints or disputes were experienced during this financial year.

There are several senior officials and other employees who attended training workshops regarding the implementation of this policy.

We intend to make sure that all the employees who are involved in the handling of tenders and quotations are well equipped with the necessary skills of implementing the policy.

### BY-LAWS

Since 6 December 2000 our institution was operating on the old by-laws until Cacadu District Municipality in conjunction with Nelson Mandela Metropolitan University under the leadership of Professor Hennie van As initiated a process of promulgating new by-laws for the whole of Camdeboo.

This was a very transparent process because all the relevant stakeholders were involved from the outset.

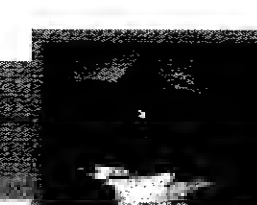
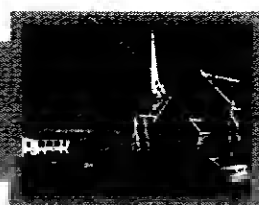
Several meetings were advertised for 21 days inviting comments and inputs from the communities.

On 11 December 2006 the new by-laws were promulgated in the Provincial Gazette and the applicable fees for contravention of any of the by-laws were determined by a local magistrate.

The major obstacle is still the implementation of the by-laws, because the Peace Officers who are trained are all municipal employees.

In the process of restructuring the organogram, a post for a Law Enforcement Officer who will be in charge of implementing the by-laws has already been identified.

As soon as the officer has been appointed, the Peace Officers will report to him/her.



This is a very critical and urgent matter that needs to be tackled and finalized as soon as feasible to deal with any lawlessness that may occur.

## RISK MANAGEMENT

Cacadu District Municipality took the initiative of requesting local municipalities under its jurisdiction to share the services/exercise with them.

PriceWaterhouseCoopers was appointed to facilitate the process and conduct the necessary training.

Through this process we managed to be equipped with the proper skills of identifying all risk areas as well as the mechanisms of dealing with them.

On a quarterly basis the Management Team met in order to implement the strategies of preventing theft, fraud and corruption.

This is not a once-off exercise because it must be implemented by all the departments on a regular basis; under the guidelines and leadership of the Acting Municipal Manager and Council.

All municipal vehicles were allocated logbooks as well as a copy of the Municipal Vehicle Policy.

The Managers were requested to make sure that only vehicles for standby-by duties were authorized to operate after hours.

The Community and Safety Services department was requested to issue each vehicle with a clearly marked sticker for community members to report any wrongdoing by an operator or driver by dialling the provided contact number.

This department is still in the process of finalizing this arrangement and precautionary measure.

## INTERNAL AUDIT

This service is being shared with Cacadu District Municipality until Council has appointed its own Internal Auditor, in the near future. No provision has been made on the present organogram.

PricewaterhouseCoopers are the Consultants who have been contracted to carry out this exercise on a quarterly basis.

During the commencement of this exercise, we perceived it as a duplication of the auditing process that is being conducted by the external auditors; that is, the Auditor-General's office, but that perception has gradually dwindled now.

The project control reports from the Consultants are being submitted to the Audit Committee for further deliberations and clarities, and the final report is submitted to Council, for consideration and approval.

## AUDIT COMMITTEE

The first Audit Committee was established on 17 March 2005 and has three Chartered Accountants serving on it under the chairpersonship of Professor D. Rosenberg from the Nelson Mandela Metropolitan University. They are being remunerated from the funds that were contributed by all participating local municipalities that fall under our cluster.

Several quarterly meetings have been held at each of the member municipalities in our cluster and all the recommendations and findings were submitted in a form of a report to Council.

In some instances the Chartered Accountants were invited by Council to provide more clarities and for more guidance purposes.

The annual audit reports are also referred to this Committee for thorough debates and clarities

from the Auditor General's before a report with recommendations and areas that need to be addressed are tabled at a Council meeting.

The Council meeting where the final audit report is being tabled was advertised for 21 days for members of the public to attend.

It needs to be reported that the attendance by members of the public was notably low and needs to be improved.

## GENERAL PERFORMANCES

The majority of the departments managed to complete their Capital projects within the stipulated timeframes, except the Technical Services department that could not implement all its Capital projects.

Due to the failure by this department to carry out all its mandates, it was resolved by Council that a Technical Consultant be appointed to handle

all the MIG projects that have been approved.

Since the appointment of this incumbent as the head of the PMU office, there has been a tremendous improvement in our service delivery.

All the MIG projects for the next three financial years have already been registered and technical designs have already been called for.

The Treasury Department, although it had a serious staff shortage, managed to render its services in an acceptable and satisfactory manner.

The Manager and his staff need to be commended for the essential work that they have rendered during this year by ensuring that all other departments adhere to their budgets.

The three interns have fitted well in the operations of this department and can be a valuable asset to our institution in addressing the critical shortage of staff.

It must be mentioned that the set targets and objectives cannot be easily achieved by any department if it does not have sufficient suitably qualified staff.

The other departments need also to be praised for the wonderful services they have rendered during the course of this year.

On a higher note, our institution won the Provincial Vuna Awards for the 2005/2006 and 2006/2007 years.

The main focus areas for the awards were the municipal financial viability; local economic development; service delivery; institutional transformation and good governance.

We obtained the First position in the Provincial Cleanest Town competition, but unfortunately we did not make it at the National level due to the dumping site in Graaff-Reinet and the regularly badly littered soccer field in Lotusville, Aberdeen.

Since then, improved management

and control strategies have been put in place.

We need to urge and also appeal to our communities to be environmentally friendly and stop littering at random.

All households have been issued with refuse bins and the refuse is being collected regularly according to the schedules.

The Ward Councillors need to preach this and inject it in the minds of the people who reside in their constituencies or wards.

The response time taken by the employees regarding reported problems and complaints needs to be applauded; although there is still room for more improvement pertaining to the performance standards.

Our Fire Section employees respond to fire calls promptly but their activities at the scene are being hindered by bad elements who always threaten them.

This bad attitude needs to be condemned with the strongest possible terms it deserves.

The paramount duties of the fire officers at the scene is to save property and lives that may be lost.

The daily planning of the Technical Services department needs to be streamlined and not to allow municipal vehicles to be driven randomly.

All employees need to be at their workplaces at the commencement of the business time; that is, at 07h30, to avoid any loitering and laziness by some employees.

We need to adopt the motto that says; "Less talk, more work", so that our communities can get the real value for their money.

Basically, when we render our services to the communities we need to have all the "Batho Pele" principles in our minds.

Happy communities are those who are pleased with the delivery standards of the authorities in charge.

We need to have a cordial and healthy relationship with our communities because they are paying for the services they get.

## APPRECIATION

Once again I would like to thank Council, the Senior Managers and their support staff for the quality services that they have rendered during this year.

To the local citizens, without your support and healthy relationship we would not have managed to obtain those remarkable achievements.

The supportive role of the various National and Provincial departments; in different forms, need to be commended for their continuing support during this year.

Cacadu District Municipality and the South African Local Government Association, please keep on playing that developmental facilitation role and support to our entire institution.

Our valuable partnership needs to be focused at improving the quality of the lives of our people so that ultimately we can have a happy nation, to a certain extent, in the long-term.

To the employees who have obtained the pensionable age and those who resigned due to various reasons, we thank you for the contribution you have made.

Also to the families and relatives of the employees who passed away, we really appreciated their contributions and may their souls rest in peace.

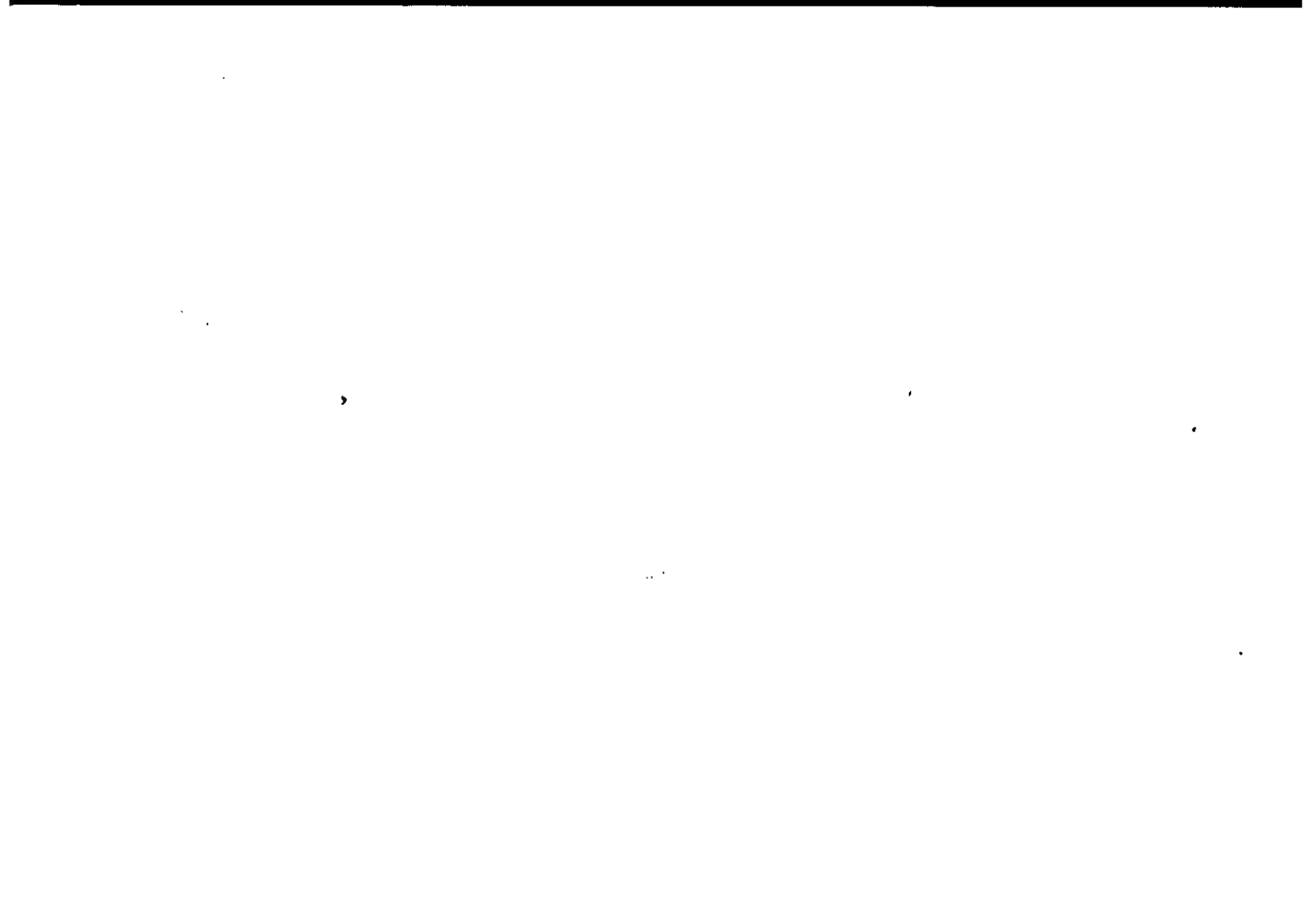
Finally, SAMWU and IMATU thank you for your co-operation and by operating within the provision of the Organisational Agreements Rights.

The role that you have played during this year in maintaining sound and healthy labour relations is being noted and commended.

To the members of the Camdeboo Council of Churches, especially the Executive Committee and other stakeholders, thank you very much.

**M.G. LANGBOOI**  
**ACTING MUNICIPAL MANAGER**







## ADMINISTRATION DEPARTMENT:

This department is responsible for all administrative duties/services in the municipal area of Camdeboo Municipality (Aberdeen & Nieu-Bethesda).

### 1. STAFF ESTABLISHMENT

The Camdeboo Municipality consists of the following departments with a staff component of 300 employees.

There are six departments: namely;

#### 1.1. Technical Services Department:

The breakdown of personnel is as follows:

	Males	Females	African Males	Coloured Males	White Males	African Females	Coloured Females
Graaff-reinet	91	5	46	44	1	3	2
Aberdeen	27	-	2	25	-	-	-
Nieu-bethesda	3	-	-	3	-	-	-
Total Camdeboo	121	5	48	72	1	3	2

TOTAL WORKFORCE = 126

#### 1.2. Electrical Services Department;

	Males	Females	African Males	Coloured Males	White Males	African Females	White Females	Coloured Females
Graaff-reinet	18	1	5	9	4	-	-	1
Aberdeen	3	-	-	2	1	-	-	-
Nieu-bethesda	0	-	-	0	-	-	-	-
Total Camdeboo	21	1	5	11	5	-	-	1

TOTAL WORKFORCE = 22

#### 1.3. Finance Department:

	Males	Females	African Males	Coloured Males	White Males	African Females	White Females	Coloured Females
Graaff-reinet	8	10	-	6	2	2	7	1
Aberdeen	3	1	-	3	-	-	1	-
Nieu-bethesda	-	-	-	-	-	-	-	-
Total Camdeboo	11	11	-	9	2	2	8	1

TOTAL WORKFORCE = 22



## 1.4. Community Safety Services Department:

	Males	Females	African Males	Coloured Males	White Males	African Females	White Females	Coloured Females
Graaff-Reinet	8	2	2	6	-	-	-	2
Aberdeen	-	-	-	-	-	-	-	-
Nieu-bethesda	-	-	-	-	-	-	-	-
Total Camdeboo	8	2	-	-	-	-	-	2

TOTAL WORKFORCE = 10

## 1.5. Health Services Department:

	Males	Females	African Males	Coloured Males	White Males	African Females	White Females	Coloured Females
Graaff-Reinet	55	9	15	38	2	4	2	3
Aberdeen	14	5	1	13	0	3	0	2
Nieu-bethesda	-	-	-	-	-	-	-	-
Total Camdeboo	69	14	16	51	2	7	2	5

TOTAL WORKFORCE = 83

## 1.6. Administration Department:

The Administration department consists of 37 employees and with various sections such as;

Public Libraries, Community Halls; Registration Office; Housing Unity and Local Economic Development.

	Males	Females	African Males	Coloured Males	White Males	African Females	White Females	Coloured Females
Graaff-Reinet	14	17	4	9	1	6	5	6
Aberdeen	1	3	-	1	-	-	2	1
Nieu-bethesda	1	1	1	-	-	-	0	1
Total Camdeboo	16	21	5	10	1	6	7	8

## 2. HOUSING

Housing is one of the biggest challenges faced by Camdeboo Municipality, due to the fact that there is a rapid backlog in our area and the ever increasing number of informal settlements (shacks) in our communities.

During the abovementioned financial year, with financial assistance from the Department of Housing, Local Government

and Traditional Affairs the following houses have been built in our area:

- 344 houses in Eunice Kekana Village (Graaff-Reinet); and
- the registration and completion of 31 blocked project in Lotusville & Thembalesizwe (Aberdeen).

## 3. ORGANOGRAM

Advocate Van den Berg has been appointed by Council through the assistance of the Municipal Support Programme to review the present organogram, develop Human Resources Policies and the Performance Management System.

## 4. VACANT POSTS

The administration department had two vacant posts; namely, General Worker and the Senior Librarian. The posts will be filled by Council in due course.

## 5. EMPLOYMENT EQUITY PLAN AND AFFIRMATIVE ACTION

These tools are used by Council and Unions when making appointments of staff. Annual reports are submitted to the Department of Labour at the end of October.

## 6. TRAINING

Numerous employees from the various departments received training on various fields in order to improve their skills and contribute towards service delivery.

## 7. LOCAL LABOUR FORUM

This structure is in place and is functioning well. The forum grants a platform to the Unions to make contribution to Council regarding human resource related matters.

## 8. SAFETY REPRESENTATIVE COMMITTEE

According to the Occupational Health Safety Act, this structure must be established in all Municipalities. During this Financial Year the Committee did not really perform according to the set standards, although there were few injuries on duty. All the institutional departments are fully represented on this Committee.

## 9. GENERAL

The Administration Department has a MunAdmin Computer Software Program of which we have started scanning the minutes and agendas to the new system and all the Municipal Offices have been linked to the system except Nieu-Bethesda Satellite Office.

The libraries have received funding from Cacadu District Municipality in the amount of R 227 000.00 for installation of air-conditioners; palisade fencing; repair/maintenance of buildings; new carpets/mats and purchase of books for Camdeboo Municipality.

Yours faithfully

MISS. Z.V. KALI

ACTING MANAGER: ADMINISTRATION





## MANAGER: COMMUNITY SAFETY SERVICES

This department of Community Safety Services is responsible for Traffic Control, Fire Brigade and Disaster Management Services within the municipal area of Camdeboo Municipality. Our main responsibilities are to manage and provide community safety services to the community and to ensure a legislative compliance of all the divisions according to the relevant Acts and also the promulgated by-laws of Camdeboo Municipality.

### 1. Staff Component

The department staff component consists of the Manager Community Safety Services, one Superintendent: Traffic responsible for driving licenses, a Motor Registration Clerk, a Driving License Clerk, two Traffic Officers, one Cleaner/Messenger and two Painters.

We are at present suffering the results of being understaffed as all our planned duties are not done.

At the end of February 2007 Traffic Officer TE Skade resigned and nobody has been appointed since his resignation.

### 2. Traffic Control Duties

All the traffic officials are qualified and registered as Traffic Officers. The Manager Community Safety Services and Superintendent: Traffic are registered as Examiners of Driving Licenses and Examiners of Vehicles Grade A. Our station is based at 5 Somerset Street, Graaff-Reinet.

Motor registration, tests for driving licenses and testing



of vehicle for roadworthiness are also done in the complex as well as motor registration & licensing at the Administration Unit in Aberdeen.

During June to July 2007 Traffic Officer DD Fortuin attended the Examiner of Vehicles Grade B course at Gene Louw Traffic College and passed with a Cum Laude.

Since the transfer of Mr. G. Yalolo who was appointed as Examiner of Vehicles, nobody has been appointed and the duties are divided between the current staff which place another burden on the department.

This department endeavours to keep up with the growth of the town as well as present and future traffic tendencies.

During the IDP Review Process a lot of projects was identified by the community to

improve our traffic and fire industry. The IDP projects are hereby attached for the financial bookyear of 2006/2007.

Our Painter, Mr. P. Booyen was off sick for six months. After returning from sickleave, his doctor recommended that he be transferred to another department for light duties. Since his transfer nobody has been transferred or appointed in his position.

This has created another shortfall on our maintenance work with regard to roadmarkings.

This department make use of eNatis as well as a Traffman Computer Systems to ensure that our traffic department have the relevant information available for any decision making.

With the Trafman System we could evaluate our performance



and re-planning could be done to ensure that the required results are achieved.

Analysis reports in respect of our accident monitoring module which officers an extensive accident analysis of all accidents per month, accidents per transport mode and accidents per weekday per timeslot can be viewed on the computer system.

eNatis is a national, on-line function which are done on an agency basis by most local authorities and provides the following modules namely, motor registration, vehicle licensing, driving licenses and professional driver registration and roadworthiness of vehicles. It also provides support for the effective administration and enforcement of the National Road Traffic Act for the Local Authorities and the Department of Transport.

Hereby attached is a report in respect of registrations, licensing, roadworthiness, driving licenses issued as well as a financial report for the year 2006/2007.

### 3. Fire Brigade Services

The Camdeboo Municipal Fire Brigade is manned by five full time municipal employees and six volunteers in Graaff-Reinet, six volunteers in Aberdeen and nine volunteers in Nieu-Bethesda who are prepared to be called out any time.

We rely heavily upon the co-operation of the volunteers in Aberdeen and Nieu-Bethesda and on many occasions these people have rendered an excellent service.

With the assistance from Cacadu District Municipality the volunteers were trained



in Basic Fire Fighting, First Aid and Radio Communication during June 2007. We also received a trailer unit and a lot of fire fighting equipment from Cacadu District Municipality.

A total of 63 fire incidents were reported during the bookyear of 2006/2007, which were mainly twenty six shack fires, six dwelling fires, five vehicles on fire, thirteen veldfires on twelve incidents we called out for factory fires and trees in streets due to heavy windstorms.

During four occasions this year the N9 was closed due to heavy snowfalls on Lootsberg and Wapadsberg Passes.

Three people lost their lives at shack fire incidents.

At present the fire equipment consists of a major fire tanker, two medium pumpers, three portable pumps plus

small equipment such as fire hoses, foam generating equipment and breathing apparatus stationed in Graaff-Reinet.

Also based at Graaff-Reinet Fire Station is a medium pumper equipped for rescue and fire duties in terms of our category one Airport license.

Aberdeen have a medium pumper with all the necessary equipment and Nieu-Bethesda have a trailer unit.

### 4. Disaster Management

We, together with Cacadu District Municipality and all the relevant stakeholders are trying our best to uphold the morale in respect of disaster management.

Council has established a Disaster Management Advisory Forums within our area with





the assistance from Cacadu relevant stakeholders.

We are also updating our emergency preparedness plan for the Nqweba dam annually and testing the emergency evacuation siren system on a regular basis.

I would also like to report that our disaster management plan has been completed and is available in a draft format for any comments.

Mr. Mayor, the Community Safety Services department is a healthy one and these men and women are proud to serve the community of Camdeboo during any incident.

Yours in traffic safety

**C.V. RHOODE**  
**MANAGER COMMUNITY SAFETY**  
**SERVICES**



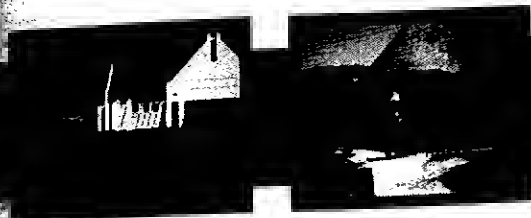
## CAPITAL BUDGET 2006/2007 QUARTERLY REPORT

Number	Project	Budget Amount	Status
010010	Replace Fire Station Doors	R 75 000.00	100 % Completed
030001	Upgrade Drivers Licence Centre	R 90 000.00	100 % Completed
030002	Road Traffic And Info Signs	R 100 000.00	100 % Completed
030003	Upgrade Fire Equipment	R 30 000.00	100 % Completed

## COMPARISON STATISTICS

Item	2005/2006	2006/2007
<b>1. Traffic Control</b>		
Productive Hours Overtime	198	503
Special Hours Overtime	173	163
Section 56 Notices issued	158	839
Section 341 Notices issued	0	14
Speeding notices issued	24	167
Warrant of Arrests	6	34
Arrests	0	7
<b>2. Motor Registration</b>		
<b>2.1 Graaff-Reinet Offices</b>		
Registration	1680	1688
License Renewals	6519	7300
Deregistrations	64	39
Special Permits	171	178
Temporary Permits	464	574
Duplicate Registration Certificates	187	39

2.2. Driving Licenses	839	856
Application for Learners Licenses	377	502
Issue of Learners Licenses	450	382
Application for LMV Licenses	45	49
Application for LMV Licenses	2435	2179
Issue of Driving Licenses & Credit Cards	408	483
Application for PrDP's		
2.3 Aberdeen Offices		
Registration of vehicles	141	172
Licence Renewals	1504	1505
Deregistrations	16	6
Special Permits	41	22
Temporary Permits	29	0
Duplicate Registration Certificates	30	8
Application for CRW's (Buses)	91	88
Application for CRW's (Goods)	677	570
Application for CRW's (M/Cycles)	23	37
Application for CRW's (other)	489	494
Issue of CRW's	1096	1028



Camdeboo



## ELECTRICITY DEPARTMENT

### Performance Highlights

Performance Measures And Key Successes	Challenges And Opportunities
<p>15 Households Electrified 28 Farm Workers Houses Electrified</p>	<p>Staff Shortages</p>
<p>A New 20 Mva Transformer Was Successfully Installed &amp; Commissioned At The Main In Take Substation In Graaff-Reinet During 2005/2006 And Final Work Was Done At A Cost Of R270 000</p>	<p>Recording Load Data At All Substations To Plan For Future. Valuation Of Assets Ring Fencing Implementation Of Reds</p>
<p>R100 000 Were Spent On Upgrading Power Lines In The Areas Where We Experienced The Most Power Interruptions And Voltage Supply Problems.</p>	<p>Maintenance Of Infrastructure. Training Of Staff Demand Side Management Municipalities Not Always Kept Informed Of Private Developments Until At A Very Late Stage. Proper Planning &amp; Co-operation Required.</p>
<p>New Aesthetical Type Streetlights Were Installed In Bourke Street Due To All The Trees At A Cost Of R20 000. Two High Mast Lights Were Installed In Eunice Kekane Village At A Cost Of R240 000 And Cacadu District Municipality Subsidized A Further R107 000.</p>	<p>Lack Of Funding Vandalism Of Municipal Infrastructure. Educate Community To Provide More Area Lighting As Specified In The Idp For Camdeboo And To Obtain Funds</p>
<p>The Final Phase Of The New Floodlights At Botanics Was Completed At A Cost Of R100 000.</p>	<p>Lack Of Funding For All Other Sports Fields For Floodlights From Government Departments.</p>
<p>New Festive Lights Were Installed At A Cost Of R40 000 In Aberdeen And Graaff-reinet.</p>	<p>Selection Of New Patterns Every Year And Identification Of Places To Be Installed. Promotes Tourism Over The Festive Period.</p>





Switchgear In The Main Substation Tested.	Every Second Or Third Year The 11kv Switchgear Are Tested And Certified Correct By An External Every Second Or Third Year The 11kv Switchgear Are Tested And Certified Correct By An External Service Provider.	Requirement By The Ohs Act And For Insurance Purposes.
Vandalized Street Lights Were Replaced	It Is An Annual Project On The Budget. R20 000.00 Was Spend To Improve Street Lighting.	Community Needs Education On How To Accept Responsibility For Services Delivered And To Look After Their Infrastructure.
Roll Out Of Free Basic Electricity. Municipal And Eskom Customers	New Indigent Customers Are Registered Monthly. 3089 Fbe Customers Registered With Municipality & Eskom	Annual Registration Of Indigent Customers. To Many Customers Do Not Collect Their Monthly Free Basic Electricity Which Is A Concern. Lack Of Staff Capacity To Handle This.
98 % Households Electrified.	All Households Have Access To Electricity. Only Rural Areas Must Be Further Electrified.	Electrification Of New Housing Projects When Development Takes Place. Proper Planning To Be Done For Future Development
Substation Buildings Refurbished.	Various Substation Buildings Were Repaired And Painted At A Cost Of R20 000.	Identify The Substations That Need Urgent Attention. Work Is Outsourced Due To Staff Shortage In The Municipality.
Upgrade Jansenville Power Line.	Poles Which Have Reached The End Of Their Lifespan And Damaged And Broken Poles Were Replaced At A Cost Of R100 000.	Identification Of Poles To Be Replaced Is Very Time Consuming And Expensive. Holes Were Drilled And New Poles Planted. Work Was Outsourced.
New Fencing Main Substation Yard.	New Palisade Fencing Was Installed Around The Main Substation Yard At A Cost Of R170 000.	Old Fencing Was Very Old And Needed Replacement. The Substation Yard Must Be Enclosed To Prevent Unauthorized Entry. Work Was Outsourced By Public Tender And A Local Bee Company Got The Tender.
Provide More Prepaid Vending Sales Points Where Needs Exist. Ner Specifications Is Within A Radius Of 5km.	A 24 Hour Prepaid Vending Sales Point Was Installed In Town, Thus Taking Services Closer To The Customers. A Wireless Communication System Was Also Installed To Prepaid Vending Points. Total Cost Was 37 400	To Bring The Services Closer To The Community. To Put All Vending Points On The Wireless Network Which Will Reduce The Operating Costs.
Install Radio 2000	Radio 2000 Was Installed At Nieu Bethesda At Our Existing Self-help Tv Station For The Community At A Cost Of R20 000.	Was Requested By The Community And Placed On The Idp. To Provide More Services To The Community As Sentech Does Not Cover These Services.

## 2. DEPARTMENTAL OBJECTIVES

- Reinforce capacity at main in take substation in Graaf-Reinet
- Upgrading of infrastructure where identified
- Install additional substations according to the master plan
- Replacement of ageing infrastructure
- Refurbishment of rural power lines
- Provision of electricity to new housing projects subject to availability of funds from the Integrated National Electrification Program
- Installation of area lighting as identified in IDP subject to obtaining funds from

Cacadu District Municipality or MIG

- Ensure a safe environment and regular maintenance on infrastructure.
  - Put maintenance and asset replacement plan in place
  - Skills development
  - Ensure that staff are productive and customer orientated
- ## 3. PRIORITY AREA
- Unsafe and unstable networks
  - Over loaded networks
  - Identify projects for IDP

### OBJECTIVES

- A safe and stable network
- Provision of street lighting and area lighting



- Provision of festive lighting
- Provision of quality services to the community

## STRATEGIES

- Compliance with NRS 048 and 047
- Compliance with OHS Act
- Obtain funding
- IDP

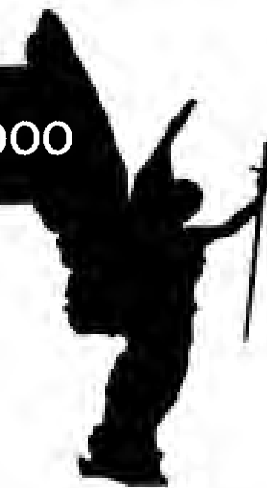
## PERFORMANCE INDICATOR

- Number of new connections domestic, prepaid and commercial
- Number of hours electricity supply breakdowns in Town and Rural networks
- Submission of required reports intime to Council, NER and DME

- Submission of application for funds to DME in time
- Number of complaints handled
- Number of quotations provided to customers
- Number of streetlights repaired
- Number of disconnections and reconnections due to non-payment
- Number of meters tested
- Lead time on the installation of festive lights to meet the deadline for the official opening of the Season by the Mayor

## 4. PRIORITY AREAS

- Provision of adequate supply to consumers



## OBJECTIVE

- Provision of adequate electricity supply and street lighting to low income consumers

## STRATEGIES

- Compliance with NRS 048

## PERFORMANCE INDICATORS

- Provision of electricity supply to commercial industrial, residential and rural customers

## 5. PRIORITY AREAS

- Restructuring, Asset valuation and ring fencing
- EDI Restructuring and REDS process

## OBJECTIVE

- Municipal Systems Act Section 78 compliance

- REDS compliance

## STRATEGIES

- Section 78 evaluation policy
- Appoint Consultants for asset valuation and ring fencing
- Attend workshops on restructuring
- Apply for funding from EDI Holdings for point two above

## PERFORMANCE INDICATOR

- Compliance with Municipal Systems Act
- Compliance with REDS requirements

## 6. PRIORITY AREAS

- Network efficiency

## OBJECTIVE

- Optimise network efficiency



#### STRATEGIES

- Load control
- Power factor correction
- Ensure that systems are properly maintained and in working condition at all times

#### PERFORMANCE INDICATOR

- Savings on bulk electricity

#### 7. PRIORITY AREAS

- Loss of revenue

#### OBJECTIVE

- Optimize network efficiency
- Reduce percentage losses

#### STRATEGIES

- Reduce tampering and illegal connections

- Do regular meter inspections
- Perform meter audits about every third year if money is available

#### PERFORMANCE INDICATOR

- Reduction in system losses

#### 8. PRIORITY AREAS

- Shortage of transport and plant to perform duties

#### OBJECTIVE

- Purchase new equipment and fleet

#### STRATEGIES

- Replace ageing fleet
- Maintenance of existing fleet



#### PERFORMANCE INDICATOR

- Increase vehicle availability and reduction in fleet age. Fleet age below 8 years
- Lead time on vehicles for service - 1 day
- Lead time on vehicles for Major breakdowns - 5 days

M.P. MINNIE

MANAGER: HEALTH SERVICES



# ANNUAL REPORT 2006 / 2007

## DEPARTMENT OF HEALTH SERVICES

Health services are provided for the towns Nieu Bethesda , Aberdeen and Graaff Reinet which consists of a population of 46,000 people.

The Health Department consists of two divisions , namely the Environmental Health section and the Primary Health Care services.

Statistical data reflects the work produced by the department for the 2006 / 2007 year.

This department strives to render a comprehensive Health Service to all the inhabitants of the Camdeboo Municipal Area.

Thanks is given to all the loyal workers in the Health Department and to the support given to it by Council in its endeavor to service delivery to the community.

J.J. KRIGE  
CHIEF HEALTH SERVICES

### PRIMARY HEALTH CARE STATISTICAL DATA

Eastern Cape - Facility Raw Data 2006 - 07 A

Dis/Metro  
LSA  
Location  
Ownership  
PeriodType  
OUType  
dPeriod

Cacadu DM  
Camdeboo LSA  
(All)  
(All)  
(All)  
(All)  
(All)

Last updated on: 2007/12/21 2007/12/20 2007/12/13 2007/12/06 2008/01/08 2008/01/07

#### SUM OF ENTRYNUMBER FACILITY

SortOrder	DataElementName	Horseshoe	Kroonvale	Masakhane (Aberdeen)	Nieu-Bethesda	Umasizakhe	Grand Total
1	PHC headcount under 5 years	703	623	749	184	920	3,179
2	PHC headcount under 5 years and older	3,392	3,935	4,850	1,419	5,117	18,713
4	Nurse clinical work days	153	89	136	59	128	565
5	Professional Nurse clinical work days	137	89	98	58	127	471
7	Nursing Assistant clinical work days	53		38			91
9	PHC case seen by doctor - referred	48	152	330	34	161	733
10	PHC case seen by doctor - not referred		20				20
11	PHC clinical work days	4	12	15	3	5	39
12	Minuted meeting of committee/board during period	0	1	0	0	0	1
13	Supervisor visit this month	2	1	0	0	1	4
25	Child under 5 years weighed	398	531	383	86	522	1,920



SUM OF ENTRYNUMBER		FACILITY					
SortOrder	DataElementName	Horseshoe	Kroonvale	Masakhane (Aberdeen)	Nieu-Bethesda	Umasizakhe	Grand Total
26	Not gaining weight under 5 years	6				15	21
27	Underweight for age under 5 years - new case	13	6	1		2	22
28	Severe malnutrition under 5 years - new ambulatory	2				2	4
31	Diarrhoea without dehydration under 5 years - new ambulatory	24	1	8	12	22	73
32	Diarrhoea with dehydration under 5 years - new ambulatory	1		1			2
35	Pneumonia under 5 years - new ambulatory		1	4	2	16	23
44	HIV test done on child under 5 years	4		4	1		9
46	Vitamin A supplement to non-breastfed infant 0-5 months	1					1
47	Vitamin A supplement to infant 6-11 months	34	17	15	5	27	98
48	Vitamin A supplement to child 12-59 months	52	32	68	4	68	224
49	Vitamin A supplement to woman within 8 weeks after delivery		1				1
51	DTP-Hib 1st dose	17	37	29	2	24	109
52	DTP-Hib 3rd dose	28	36	20	2	20	106
53	OPV 1st dose	17	37	29	2	24	109

SUM OF ENTRYNUMBER		FACILITY					
SortOrder	DataElementName	Horseshoe	Kroonvale	Masakhane (Aberdeen)	Nieu-Bethesda	Umasizakhe	Grand Total
54	OPV 3rd dose	28	36	20	2	20	106
55	HepB 1st dose	17	37	29	2	24	109
56	HepB 3rd dose	28	36	20	2	20	106
57	Measles 1st dose under 1 year	27	39	23	6	19	114
58	Immunised fully under 1 year - new	24	39	23	6	19	111
59	Measels 2nd dose	18	16	23	2	20	79
60	DT dose at 5 years	2	14	5	1	6	28
62	Antenatal 1st visit before 20 weeks	14	10	25	4	17	70
63	Antenatal 1st visit 20 weeks or later	12	17	10	3	7	49
64	Antenatal 1st visit	26	27	35	7	21	116
65	Antenatal follow-up visit	78	151	99	29	148	505
66	Tet Tox 2nd/booster dose to pregnant woman	9	31	19	4	20	83
97	Medroxyprogesterone injection	253	331	351	47	129	1,111
98	Norithisterone enanthate injection	116	53	83	4	100	356
99	Oral pill cycle	270	168	117	24	21	600
101	Cervical smear 30 years and older screening for cervical cancer	7	2	21		1	31
105	Male condoms distributed	21,800	4,200	2,200	800	2,000	31,000

SUM OF ENTRYNUMBER		FACILITY					
SortOrder	DataElementName	Horseshoe	Kroonvale	Masakhane (Aberdeen)	Nieu-Bethesda	Umasizakhe	Grand Total
106	Female condoms distributed	130	63	70	20	32	315
107	STI treated - new episode	14	3	9	1	18	45
109	Male Urethritis Syndrome treated - new episode	7	3	3		5	18
110	STI partner notification slip issued	17	3	7	1	10	38
111	STI partner treated - new	4	1	3		0	8
112	HIV pre-test counselling (excluding antenatal)	48	35	49	7	33	172
113	HIV client tested (excluding antenatal)	48	35	49	3	33	168
114	HIV test positive - new (excluding antenatal)	9	1	4	0	2	16
115	Antenatal client tested for syphilis	32	23	36	5	20	116
116	Antenatal client tested positive for syphilis - new	0	1	1	0	0	2
117	Antenatal client tested for HIV	24	23	10	2	6	65
118	Antenatal client tested HIV positive - new	3	0	1		0	4
120	HIV PCR test of baby born to HIV positive woman at six weeks or later	5	1	3		4	13
121	HIV PCR test positive of baby born to HIV positive woman at six weeks or later		0				0
123	HIV test positive of baby born to HIV positive woman at 9 months or later	3					3

SUM OF ENTRYNUMBER		FACILITY					
SortOrder	DataElementName	Horseshoe	Kroonvale	Masakhane (Aberdeen)	Nieu-Bethesda	Umasizakhe	Grand Total
124	Blood drawn for CD4	12	2	17	7	17	55
125	Referral to ART service point for ART assessment - new	9		5	1		15
126	Registered ART patient					8	8
133	HIV positive new patient screened for TB	5		7		2	14
135	TB patient under treatment	66	108	125	25	158	482
136	Suspected TB case smear positive	0	2	14	1	10	27
137	Suspected TB case smear positive - treatment start	0	2	14	1	10	27
138	Sputum results received within 48 hours	34	94	111	13	516	768
139	All sputum samples sent	90	118	594	26	565	1,393
140	TB patient pre-test counselled for HIV	2	2	3	1		15
141	TB patient tested for HIV	1	1	5	1	1	9
142	TB patient tested positive for HIV	0		0			0
143	Hypertension case put on treatment - new	4	1	9	2		16
144	Hypertension follow-up visit	622	774	1,654	247	943	4,340
145	Hypertension clients on register	1,046	781	1,959	237	1,044	5,067
146	Diabetes mellitus case put on treatment - new	2	0	4			6



SUM OF ENTRYNUMBER		FACILITY					Grand Total
SortOrder	DataElementName	Horseshoe	Kroonvale	Masakhane (Aberdeen)	Nieu-Bethesda	Umasizakhe	
147	Diabetes mellitus follow-up visit	157	176	403	33	245	1,014
148	Diabetes mellitus patients on register	273	180	391	32	261	1,127
149	Asthma visit under 18 years	1	4	14	4	2	25
150	Asthma visit 18 years and older	95	178	521	54	171	1,019
151	Wheelchair issued - new	0		1	2	0	3
152	Hearing aid issued - new			0		0	0
153	Walking aid issued - new			1			1
154	ACE inhibitor stock out	0	0	0	0	0	0
155	Any ARV drug stock out	0	0	0	0	0	0
156	Any nutrition supplement stock out	2	0	3	3	0	8
157	Any TB drug stock out	0	0	1	0	0	1
158	Ceftriaxone stock out	0	0	0	0	0	0
159	Co-Trimoxazole syrup stock out	0	0	0	0	0	0
160	DTP-Hib vaccine stock out	0	0	0	0	0	0
161	Morphine stock out	0	0	0	0	0	0
162	Norethisterone enant or Medroxyprogesterone injection stock out	0	0	0	0	0	0
163	Rapid HIV test stock out	0	0	0	0	0	0



## INFRASTRUCTURE DEPARTMENT: CIVIL ENGINEERING

### 1. WATER

#### B. Performance measures and key successes

#### A. Development and service delivery priorities

All 8000 households in the Camdeboo Municipality area have access to clean potable water. Our Free Basic Water policy was implemented in 2001

Our main concern in the Camdeboo is to get sustainable water to our 3 towns, that is, Graaff-Reinet, Aberdeen and Nieu-Bethesda via the Orange River Water Regional Scheme Project.

Currently Graaff-Reinet's water supply is surface water (Nqweba Dam) and underground water. Nieu-Bethesda and Aberdeen's water supply is underground.

The capacity of the Nqweba Dam at the beginning of 2007 was 97% and 8,7 % in June 2006 and 70 % in June 2007.

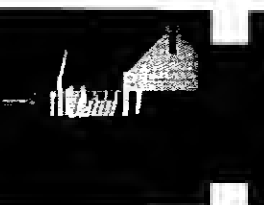
The following upgrading of the Water Treatment Works were completed during 2006-2007, at a cost of ± R4,000,000.00.

1. The construction of three new Filters.
2. The installation of pumping equipment (new booster pumps, compressor and blower).
3. Upgrading of UMasizakhe Pumpstation.

Two additional Boreholes were developed and connected to the existing system as a drought relief project at a cost of R1,000,000.00.

#### C. Challenges and opportunities

The supply of Orange River water to our town. This will lead to economic growth. Staffing and capacity of the Water Service



Authority function maintenance of infrastructure and addressing deferred maintenance.

General extension to bulk infrastructure to support the building of 1446 low cost houses, population and economic growth.

The compilation of our WSDP for the whole Camdeboo, addressing vandalism, non payment and illegal connections.

## 2. SANITATION: SEWERAGE

### A. Development and service delivery

8000 Households have access to a waterborne sanitation.

An amount of R5,6 million rand was received from MiG whereby Council counterfunded R1,6 million rand for the installation of waterborne sewerage at Nieu-Bethesda. The extension of our sewerage treatment works needs urgent attention due to economic growth and the building of additional low cost houses

### B. Performance measures and key successes

The following projects were successfully completed: Aberdeen; settled sewerage phase 3 to the value of R2,951 million which was funded by MiG. Council spent R200,00 on maintenance of sewer pumps. Nieu Bethesda, construction of waterborne sewerage at a cost of R7,2 million.

### C. Challenges and opportunities

To obtain MIG funds for the upgrading of the sewerage works in Graaff-Reinet and Aberdeen. Application was submitted to DPLG for these projects.

## 3. ROADS AND STORMWATER

### A. Service delivery approach

The maintenance, upgrading of tarred and gravel roads and pavements. The implementation of new projects

### B. Development and service delivery priorities

Roadway and the repair of potholes were done under our normal operating budget. Council have enormous problems regarding the lack or non existence of a proper stormwater drainage system in certain areas of the Camdeboo.

Stormwater master plans are recommended.

### C. Performance measures & key success

Roads and stormwater project (MIG funds of R2,528,000) was implemented.

### D. Challenges and opportunity

Council have enormous backlogs in tarring of roads and a suitable stormwater system and shortage of resources.

Lack of funding, staffing shortages. Filling of critical budgeted posts.

## 4. HOUSING

### A. Development and service delivery priorities

533 are already surveyed for low cost housing development, approximately 165 fallen houses in UMasizakhe and Aberdeen need to be demolished and rebuilt as a matter of urgency.

### B. Performance measures a key success

Applications for the construction of 1446 low cost housing units.

### C. Challenges and opportunities

Increase in approval of housing subsidy by the Provincial Housing Department. People are desperately in need of houses.

The registration of emerging contractors at the NHBRC and according to our supply chain management policy.



## 5. LAND AND BUILDINGS

### A. Development and service delivery priority

#### Buildings

(i) The approval of building plans and inspection of buildings to ensure compliance with the National Building Regulations.

The conservation of Aestetical buildings.  
Control of commercial advertising signage.

Maintenance of municipal buildings.

#### Land

(ii) Council in a process of finalizing our Spatial Development Framework. In process to acquire land in Nieu-Bethesda for housing development.

### B. Performance measure and key successes

#### Buildings

(i) An amount of R45 000 was made available for the Fred Hufkie cricket oval

for the caretakers house. 74 Building plans were approved to a total value of R17,554,979.00.

#### Land

(ii) All commonage land at this stage are leased to small farmers.

- Nieu-Bethesda 1687 ha
- Graaff-Reinet 4400 ha and
- Aberdeen 3171 ha

### C. Challenges and opportunities

#### Buildings

(i) Council urgently need to appoint a Building Inspector as our area of jurisdiction has increased, currently only one staff member is fulfilling this function.

Huge backlog of illegal advertising signage to deal with whilst at the same time trying to set up procedures and review policy.

#### Land

(ii) The acquisition of commonage land The acquiring of land for low cost housing development at Nieu-Bethesda. The establishment of a new community graveyard in Graaff-Reinet.

## 6. SPORTS AND RECREATIONAL FACILITIES

### A. Development and service delivery priorities

Management of public open spaces which include parks, cemeteries, sport fields and nurseries.

### B. Performance measures and key successes

An amount of R100 000 was made available for the George Hayward Sportsfield in Aberdeen.

### C. Challenges and opportunities

Staff shortages in this area is a major concern. The possibility of seeking funding elsewhere e.g. National Lottery.

M. K. KHEKA

ACTING MANAGER, TECHNICAL SERVICES





The Municipal Manager  
PO Box 71  
GRAAFF-REINET  
6280

20 December 2007

Reference: 60045REG06/07

Dear Mr Langbooi

**Report of the Auditor-General on the financial statements and performance  
information of Camdeboo Municipality for the year ended 30 June 2007**

The above-mentioned report of the Auditor-General are submitted herewith in terms of section 21(1) of the Public Audit Act, 2004 (Act No. 25 of 2004 read in conjunction with section 188 of the Constitution of the Republic of South Africa, 1996 (Act No. 108 of 1998) and section 121(3) of the Municipal Finance Management Act, 2003 (Act No. 56 of 2003)(MFMA).

In terms of section 121(3) and 127(2) of the MFMA municipalities have to include the audit report in the municipality's annual report for tabling within seven months after the end of the financial year.

Until tabled as required by section 127(2) the report is **not a public document** and should therefore be treated as **confidential**.

As your municipality will be responsible for publishing the attached audit report as part of the annual report, you are required to do the following:

- Submit the final printers proof of the annual report (which includes the audit report) to the relevant audit manager of the Auditor-General for verification of the audit related references before it is printed or copied. Special care should be taken with the page references in your report, since an incorrect **reference could have audit implications**.
- **The signature at the end of the hard copy** of the audit report *should be* scanned in when preparing to print the report. The signature Auditor-General in the handwriting of the auditor authorised to sign the audit report, as well as the place and date of signing

and the logo should also appear at the end of the report, as in the hard copy that is provided to you. *The official logo and the authorised signature will be made available to you in electronic format*

Please notify the Provincial Auditor-General (Business Executive) as well as the Senior Manager: PEL1 well in advance of the date on which the audit report, or the annual report containing this audit report, will be tabled at the municipality.

Your cooperation to ensure that all these requirements are met would be much appreciated.

Kindly acknowledge receipt of this letter.

Yours sincerely

Signed

Manager: PEL1

Enquiries: Christo Welch  
Tel: (041) 367 2823  
Fax: (041) 367 4465  
E-mail: [welchc@agsa.co.za](mailto:welchc@agsa.co.za)

REPORT OF THE AUDITOR-GENERAL TO THE COUNCIL OF THE  
CAMDEBOO MUNICIPALITY AND EASTERN CAPE PROVINCIAL LEGISLATURE  
ON THE FINANCIAL STATEMENTS AND PERFORMANCE INFORMATION OF  
CAMDEBOO MUNICIPALITY FOR THE YEAR ENDED 30 JUNE 2007

REPORT ON THE FINANCIAL  
STATEMENTS

Introduction

1. I have audited the accompanying financial statements of Camdeboo Municipality which comprise the balance sheet as at 30 June 2007, income statement and cash flow statement for the year then ended, and a summary of significant accounting policies and other explanatory notes as set out on pages 63 to 88

Responsibility of the accounting officer  
for the financial statements

2. The accounting officer is responsible for the preparation and fair presentation of these financial statements in accordance with the entity-specific basis of accounting; as set out in accounting policy note 1 and in the manner required by the Local Government:

Municipal Finance Management Act, 2003 ((Act No. 56 of 2003) (MFMA)). This responsibility includes:

- designing, implementing and maintaining internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error
  - selecting and applying appropriate accounting policies making accounting estimates that are reasonable in the circumstances
- Responsibility of the Auditor-General**

3. As required by section 188 of the Constitution of the Republic of South Africa, 1996 read with section 4 of the Public Audit Act, 2004 (Act No. 25 of 2004) (PAA)]

and section 126(3) of the Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA), my responsibility is to express an opinion on these financial statements based on my audit.

4. I conducted my audit in accordance with the International Standards on Auditing. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.
5. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and

fair presentation of the financial statements. In order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

6. An audit also includes evaluating the:
  - appropriateness of accounting policies used
  - reasonableness of accounting estimates made by management
  - overall presentation of the financial statements.
7. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Basis of accounting

8. The municipality's policy is to prepare financial statements on the entity-specific basis of accounting, as set out in accounting policy note 1.

**Basis for qualified opinion Debtors**

9. Value Added Tax (VAT) refundable amounting to R890 688 in respect of the current and previous year's VAT claims arising from the VAT reconciliation undertaken during the year under review and received subsequent to 30 June 2007 from the South African Revenue Services has not been included as a receivable in the VAT control account as at 30 June 2007.
10. As a result the debtors and the accumulated surplus are understated by R890 688.

**Interest revenue recognition**

11. Interest on investments amounting to R706 103 was not accrued for at year end. Accounting policy note 1.3 of the municipality states that income is accrued when measurable and available through finance operations. This accounting policy was not adhered to resulting in the understatement of debtors and interest received at year end.

**Unauthorized expenditure**

12. The approved budget for certain operating and capital votes were exceeded by R1 720 621 and R305 294 respectively for the period under review.

In terms of the definitions in chapter 1 of the MFMA, the excess expenditure constitutes unauthorised expenditure and should be reported as *such*. The necessary disclosure as required by section 125(2)(d) of the MFMA has not been made in the annual financial statements.

**Opinion**

13. In my **opinion, except for the effects of the matters described in the Basis for qualified opinion paragraphs**, the financial statements present fairly, in all **material respects, the financial position** of Camdeboo Municipality as at 30 June 2007 and its financial performance and cash flows for the year then ended, in accordance

with the entity-specific basis of accounting described in accounting policy note 1 and in the manner required by the MFMA.

**OTHER MATTERS**

I draw attention to the following matters that are ancillary to my responsibilities in the audit of the financial statements:

**Non-compliance with MFMA and MSA**

14. During the year under review, the councillors were involved the awarding of tenders and appointment of staff in contravention of Chapter 11 of the Municipal Finance Management Act 56 of 2003 (MFMA) and the Code of Conduct for Municipal Councillors as required per Section 54 and Schedule 1 of Municipal Systems Act 32 of 2000 ((MSA). Furthermore, there is no evidence that all the councillors with business interests disclosed such interest per paragraph 5 and 7 of Schedule 1 of the MSA.

15. Certain suppliers were included in the database of service providers without having submitted the require tax clearance certificates, nor having completed the declaration that they do not have any relative working for the state as required by Supply Chain Management Regulations 44 and 45.

16. In certain instances quotations were not attached to the purchase order and *the ordering function was not centralized with the register of quotations kept* as required by paragraph 16(d) of the Supply Chain Management Regulations.

**Internal control**

17. Section 62t1; (c) (i) of the MFMA states that the accounting officer must ensure that the municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal control. The table below depicts the root causes of the matters indicated, as they relate to the five

components of internal control. In some instances deficiencies may exist in more than one internal control component.

Reporting Item	Control Environment	Assesment of Risks	Control Activities	Information & Communication	Monitoring
Understatement of VAT Refundable Interest Revenue Recognition					●
Unauthorised Expenditure					●
Non-compliance with Applicable Laws and Regulations	●		●		

#### Control environment

18. The municipality did not establish all key elements of a control environment to achieve sound control over the supply chain management and the Code of Conduct for Municipal Councillors. This resulted in instances where councillors were involved in

awarding tenders and in the appointment of staff.

#### Control activities

19. The effectiveness of control activities over business and accountancy processes was not adequate. This is evident from the matters reported related to

the non-compliance with the Supply Chain Management regulations.

#### Monitoring

20. The monitoring of controls was not effective in all instances. This contributed to the matters reported related to the understatement of VAT refundable, interest revenue not recognised, unauthorised expenditure, significant uncertainty regarding ownership of assets and the material inconsistency of other information.

#### Unaudited supplementary schedules

21. The supplementary information set out on pages 63 to 88 does not form part of the financial statements and is presented as additional information. I have not audited these schedules and accordingly I do not express an opinion on them.

#### OTHER REPORTING RESPONSIBILITIES

#### Reporting on performance information

22. I was engaged to audit the performance information.  
**Responsibility of the accounting officer for performance information**

23. In terms of section 121(3)(c) of the MFMA, the annual report of a municipality must include the annual performance report of the municipality prepared by the municipality *in terms of section 46 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (455)}*.

#### Responsibility of the Auditor-General

24. I conducted my engagement in accordance with section 13 of the Public Audit Act, 2004 (Act No. 25 of 2004) read with General Notice 46 of 2007, issued in *Government Gazette No. 29919 of 25 May 2007* and section 45 of the MSA.
25. In terms of the foregoing my engagement included performing



procedures of an audit nature to obtain sufficient appropriate audit evidence about the performance information and related systems, processes and procedures. The procedures selected depend on the auditor's judgement.

26. I believe that the evidence I have obtained is sufficient and appropriate to provide a basis for the audit findings reported below.

**Audit findings (performance information)**

27. **Performance information not prepared**

The municipality does not have a performance management system as required by section 26(1) of the MSA. As a result an assessment of the municipality's performance against any measurable performance objectives was not prepared as required by section 46 of the MSA and as required by section 12(3)(c) of the MFMA

28. **Measurable objectives not consistent**

The development priorities and objectives per the IDP are not clearly linked to the budget and are not clearly measurable.

**APPRECIATION**

29. The assistance rendered by the staff of the Camdeboo Municipality during the audit is sincerely appreciated.

*Auditor - General*

Port Elizabeth  
30 November 2007



AUDITOR - GENERAL

## Camdeboo Municipality

### Financial Reports 2006 / 2007

## General Information

**Vision**

Camdeboo Municipality strives to ensure the development and participation of all its inhabitants within an economically viable and sustainable environment, where equal opportunities are promoted. Poverty is uprooted and services provided at an affordable cost within a crime free, healthy, environmentally friendly and well managed administration.

**Grading of Local Authority**

Grade 3

**Auditors**

Auditor-General

**Bankers**

First National Bank

**Registered Office**

Church Square	P.O. Box 71	Tel: (049) 892 2121
Graaff-Reinet	Graaff-Reinet	Fax: (049) 892 4319
6280	6280	

**Municipal Manager**

M.G. Langbooi (Acting)

**Chief Financial Officer**

A.D. Grimbeek

**Members of the Council**

Mayor and Speaker	Councillor	D. Japhta
Ward 1	Councillor	V.G. Jacobs
Ward 2	Councillor	A.R. Knott-Graig
Ward 3	Councillor	K. Hoffman
Ward 4	Councillor	C.R.E Abels
Ward 5	Councillor	I. Reid
Ward 6	Councillor	A. Booysen

**PROPORTIONAL COUNCILLORS**

ANC	Councillor	D. Japhta
ANC	Councillor	M. Jacobs
Democratic Alliance	Councillor	M. Block
ANC	Councillor	S.J. Mbotya
Democratic Alliance	Councillor	T.J. Eksteen

**Approval of Financial Statements**

The Annual Financial Statements were approved by the Acting Municipal Manager on 31 August 2007 and presented to and approved by Council during September 2007. Treasurers Report

**TREASURER'S REPORT****1. Operating Results**

The Camdeboo Municipality incorporates the towns of Graaff-Reinet, Aberdeen and Nieu Bethesda.

This set of Financial Statements includes the figures of all three units.

Details of the operating results per department, classification and object of expenditure are included in appendices D and E. The overall operating results for the year ended 30 June 2007 are as follows:

Income	Actual 2006 R	Actual 2007 R	Variance 2006/2007 %
Opening surplus	5,034,903		
Operating income for the year	56,449,090		
	60,484,903	67,083,882	
Expenditure			
Opening expenditure for the year	51,211,400		
Appropriations	4,440,100		
Closing surplus	4,803,603		
	60,484,903	67,083,882	

#### 1.1 Rate and General Services

	Actual 2006 R	Actual 2007 R	Variance 2006/2007 %
Income	30,164,100		
Expenditure	27,946,800		
Surplus (deficit)	2,217,649	3,663,659	65.2
Surplus (deficit) as % of total income	7.4	10.5	

#### 1.2 Trading Services

The following is a summary of the operating results of the Municipality's Trading services:

##### Electricity Service

	Actual 2006 R	Actual 2007 R	Variance 2006/2007 %
Income			
Expenditure			
Surplus (deficit)	-132,700	-1,015,448	665.22
Surplus (deficit) as % of total income			

##### Water Service

The "Free basic service" policy of Government is in place and all consumers received the first six kiloliters free of charge.

This policy is funded out of the Council's Equitable Share Fund.

In Aberdeen and Nieu-Bethesda all consumers are receiving the first ten kiloliters free of charge.

This is done in conjunction with Council policy of the previous Municipalities.

	Actual 2006 R	Actual 2007 R	Variance 2006/2007 %
Income			
Expenditure			
Surplus (deficit)	2,238,036	2,800,153	25.12
Surplus (deficit) as % of total income			

## Concrete works

	Actual 2006 R	Actual 2007 R	Variance 2006/2007 %
Income	0.00		
Expenditure	115,417		
Surplus (deficit)	-115,417	-44,165	-61.73
Surplus (deficit) as % of total income	-1.15		

## 2 Capital Expenditure and financing

The expenditure on capital items during the year amounted to R8,253,931.00.

The capital expenditure is 17.80% less than budgeted for and consists of the following.

	Actual 2007 R	Budget 2007 R	Actual 2006 R
Land & Buildings	670,000	670,000	
Sport & Recreational Facilities	230,000	230,000	
Traffic & Fire	220,000	220,000	
Streets & Bridges	950,000	950,000	
Furniture & Fittings	281,000	281,000	
Sewerage	1,840,000	1,840,000	
Refuse	1,010,000	1,010,000	
Vehicles & Machinery	2,410,000	2,410,000	
Tools	60,000	60,000	
Electricity services	1,940,000	1,940,000	
Water services	430,000	430,000	
	8,253,931	10,041,000	7,472,303

Resources used to finance the capital expenditure were as follows:

	Actual 2007 R	Actual 2006 R
Internal loans	7,941,576	6,937,511
Operating Income	39,782	
Reserve funds	272,573	378,677
Other		156,115
	8,253,931	7,472,303

Capital items, which represent mainly upgrading and maintenance were financed against the surplus account and not against loans.

This will result in savings to the loan charges in the coming years.

2006).

More information regarding loans and investments are disclosed in the notes (4 and 7) and appendix B to the financial statements.

#### 4. Funds and Reserves

During the year under review the following contributions were made:

Contributions from Operating Account to:

Statutory funds	
Equitable Share	3,000,000
Leave Reserve	6,000
Revolving Fund	527,273
	<u>3,533,273</u>

Contributions from Reserve funds to operating account:

Reserve funds	<u>900,000</u>
---------------	----------------

Contributions from Accumulated surplus to:

Working capital debtors	2,000,000
-------------------------	-----------

Working capital stores	360,007
Additional Audit fee provisions	513,179
Leave fund	556,338
Operating	1,300,000
	<u>4,293,656</u>

More information regarding funds and reserves are disclosed in the notes (1 to 3) and Appendix A to the financial statements.

#### 5. Post Balance Sheet Events

No material post balance sheet events took place during the year under review.

#### 6. Inter Authority Grant

An amount of R11,874,652 was received from government during the 2006/2007 financial year.

An amount of R5,564,646 was used to assist the poor for the 2006/2007 financial year.

This scheme will continue for the next financial year.

## 7. Working Capital

According to the Department of finance a provision for working capital, at least equal to a level of non-payment, during the previous financial year, should be made.

Particulars of the funds are as follows:

**Working capital - Debtors**

Balance as at 01/07/2006	12,308,935
Contribution from accumulated surplus	2,000,000
Balance 30/06/2006	<u>14,308,935</u>

Provision is made for inventory to the extent of the year-end inventory value.

**Working capital - Inventory**

Balance as at 01/07/2006	1,606,211
Contribution from accumulated surplus	360,007
Balance 30/06/2006	<u>1,966,218</u>

## 8. General

The Treasury Department is still understaffed and the current staff is finding it difficult to maintain control and financial discipline.

The non payment of services is becoming a serious problem. Council will have to address this problem before matters deteriorate further.

Overspending on overtime seems to be out of hand. Overspending on other votes is also a matter of concern. An appeal is made to the Heads of Departments to exercise their responsibilities to control their budget expenditure.

Capital under spending is once again a concern and the Heads of Departments will have to report to Council on this matter.

**Expression of Appreciation**

I am grateful to the staff of the Treasury Department for their loyalty and hard work during the past financial year.

Acknowledgement is given to the Treasury staff for a job well done under extremely difficult circumstances.

May God bless you

A.D. Grimbeek

Chief Financial Officer  
Camdeboo Municipality

20 August 2007



## ACCOUNTING POLICIES

## 1. Basis of presentation

1.1 These financial statements have been prepared so as to conform to the standards laid down by the Institute of Municipal Treasurers and Accountants in its Code of Accounting Practice (1997) and Report on Published Annual Financial Statements (Second edition - January 1996)

1.2 The financial statements are prepared on the historical cost basis, adjusted for fixed assets as more fully detailed in Accounting Policy note 3. The accounting policies are consistent with those applied in the previous year, except as otherwise indicated.

1.3 The financial statements are prepared on the accrual basis. Income is accrued when measurable and available through finance operations.

Certain direct income is accrued when received, such as traffic fines and certain entrance fees.

Expenditure is accrued in the year it is incurred.

## 2. Consolidation

The balance sheet includes the Rate and General Services, Housing service, Trading services and the different funds, reserves and provisions. All inter departmental charges are set-off against each other, with the exception of assessment rates, refuse removal, electricity and water, which are treated as income and expenditure in the respective departments.

## 3. Fixed Assets

3.1 Fixed assets are stated at historical cost while they are in existence and fit for use and are written off at the end of their estimated life as determined by the Treasurer.

3.2 All net proceeds from the sale of fixed property are credited to the Revolving Fund.

3.3 Capital assets are financed from different sources, including external loans, operating income and internal advances. These loans and advances are repaid within the estimated lives of the assets acquired from such loans or advances. Interest on internal advances is charged to the service concerned at the ruling interest rate determined by the Treasurer.

## 4. Inventory

Inventory is valued at cost, determined on the weighted average basis, and reflected in the Balance sheet at historical cost.

## 5. Funds and reserves

## 5.1 Revolving Fund

The municipal ordinance No. 20 of 1974, section 75(1), requires a contribution to the fund of not less than seven and one-half per cent of the Rates income, which was levied in respect of the financial year immediately preceding the financial year for which such contributions is required to be made.

### 5.2 Loan Redemption Fund

The half-yearly redemption is paid into the Loan Redemption Fund and invested at a financial institution to enable full repayment of capital at the maturity date of the loan.

### 5.3 Housing Development Fund

This fund is maintained in terms of the Housing Bill No. 107 of 1997 and all income from housing operations is paid into this account.

### 5.4 Dog Tax Account

This fund is maintained in terms of Ordinance No. 19 of 1978 and all income from Dog licences are paid into this account. A monthly contribution is made out of this fund to the local S. P.C.A. to assist in their operating costs.

### 5.5 Parking Area development Fund

This fund was established to provide parking area facilities in town to businesses, where needed.

### 5.6 Insurance Fund

A General Insurance fund is maintained to cover unforeseen claims and excess payments that may occur. Once the fund is large enough, contributions could be made to the operating insurance account to soften tariff increases.

### 5.7 Reserves

The Sewerage and Sanitation-, Electricity- and Water Tariff Stabilization reserves are maintained to soften future tariff increases.

Some special funds are held on behalf of the Provincial Department and contains special conditions to the use thereof.

All other reserves as set out in Appendix A are maintained to provide capital

in future for replacement or capital charges when new assets are to be purchased. Contribution to these funds are made at the end of the year out of income if the year close off with a sufficient surplus.

### 6. Surpluses and Deficits

Any surpluses or deficits arising from the operation of the Electricity and Water services are transferred to Rate and General services.

### 8. Treatment of administration charges

The cost of internal support services are transferred to the different services on a percentage basis by expenditure of department over total expenditure.

### 9. Investments

Investments are shown at cost and are invested in terms of the Code of Investment Practice. Investments are also made at registered banking institutions.

### 10. Income recognition

#### 10.1 Electricity and Water billings

All meters in Council's jurisdictional area are read and billed monthly.

#### 10.2 Assessment Rates

Assessment rates are levied on the total value of land and improvements.

Rebates were granted on State properties in terms of the Rating of State Property Act, (Act 79 of 1984).

Rebates were also granted to owners of property used for agricultural purposes.

## 17 PROPERTY RATES

Valuation at 30/06/2005	Actual Income		Actual Income

## Ratable properties

The basic rate on land and improvement is 1.22c/Rand for Graaff-Reinet,  
1.22c/Rand for Aberdeen and .0025c/Rand for Nieu-Bethesda

## 18 SERVICE CHARGES

Sale of electricity		
Sale of water		
Refuse removal		
Sewerage and sanitation		
<b>Total Service Charges</b>	<b>33,299,670</b>	<b>30,906,806</b>

## 19 GOVERNMENT GRANTS AND SUBSIDIES

Equitable Share	9,427,542	9,427,542
Provincial Led Projects		
Provincial health subsidies	3,256,142	3,256,142
Cmip Grant		
<b>Total Government Grant and Subsidies</b>	<b>14,810,023</b>	<b>12,648,220</b>

## 20 FINES

Fines	461,995	381,480
Interest Earned External	741,722	606,835.66
Interest Earned Internal Debtors	741,722	729,780
Other Income	4,714,261	3,246,563
<b>Total Income</b>	<b>62,280,210</b>	<b>55,449,987.38</b>

## 21 EMPLOYEE RELATED COST

Salaries	11,502,707	11,047,649
Wages	7,297,232	6,775,499
Overtime	1,017,791	769,361
Group Insurance	419,176	427,801
Housing Subsidy	77,241	67,052
Medical Aid Fund	1,222,524	1,069,061
Pension Fund	2,942,407	2,784,188
Travelling allowance	306,970	336,745
Unemployment Insurance Fund	183,862	173,803
Uniforms & Overalls	92,865	90,828
<b>Total</b>	<b>25,062,767</b>	<b>23,522,089</b>

Remuneration of the Municipal Manager	546,602	510,558
Remuneration of the Chief Finance Officer	492,749	460,265

## 22 COUNCILLORS' REMUNERATION

Mayor		
Deputy Mayor		
Councillors		
<b>Total Councillors' Remuneration</b>	<b>1,536,937</b>	<b>843,374</b>

Certification by the Acting Municipal Manager

I certify that the remuneration of councillors and in-kind benefits are in accordance with the Public Office Bearers Act and the Minister of Provincial and Local Governments determination in accordance with that Act.

Signed: Municipal Manager (Acting)

## 23 BAD DEBTS

Contribution to Bad Debt Provision	0	0
Bad Debt Written of	0	0
<b>Total Bad Debt</b>	<b>0</b>	<b>0</b>

## 24 INTEREST ON EXTERNAL BORROWINGS

External Loans	18,898	36090
Bank Overdrafts		
<b>Total Intrest on External Borrowings</b>	<b>18698</b>	<b>36090</b>

## 25 BULK PURCHASES

Electricity	10,947,295	10,134,075
<b>Total Bulk Purchase</b>	<b>10,947,295</b>	<b>10,134,075</b>

## 26 GRANTS AND SUBSIDIES PAID

Grants and Subsidies Paid	14723	40419.44
<b>Total Grant and Subsidies</b>	<b>14723</b>	<b>40419</b>

## 27 CONTRIBUTIONS TO/FROM PROVISIONS

Igg spes fund	3,000,000	1,700,000
Leave Reserve	1,000	8000
Revolving Fund	527,273	484,021
<b>Total Contributions</b>	<b>3,533,273</b>	<b>2,190,021</b>



## 28 FINANCE TRANSACTIONS

Total external interest earned or paid

Interest earned		
Interest paid	18,698	36,090

Capital charges debited to operating account

Interest - External		
Internal		
Redemption - External		
Internal		
	4,479,079	4,114,609

## 29 APPROPRIATIONS

Appropriation Account

Accumulated Surplus at beginning of the year		
Operating surplus for the year		
Appropriations for the year		
Working Capital Debtors		
Working Capital Stores		
Additional Provision Audit Fees		
Provision for Performance Bonus		

Leave Fund		
Closing of Igg Account		
Additional Cont IGG		
Adjustments in respect of previous year		
Accumulated Surplus at the end of the year	5,715,150	4,803,672

Operating Account

Contribution to Fixed Assets:		
Contribution to:		
Equitable Share		
Leave Reserve		
Provision Performance Bonus		
Revolving Fund		
Contributions from:		
Transport Fund		
Water stab Fund		
Sewerage		
Accumulated Surplus		
Building Fund		
Operating Expenditure Funded from Surplus		
	1,454,503	1,177,410

## 30 CASH GENERATED BY OPERATIONS

Surplus for year	5,404,199	4,208,952
Adjustments in respect of:		
Previous year operating transactions	1,504,112	652,636



Appropriations charged against income (See note 29)		
Capital Charges:		
Interest Paid to Internal Funds		
Non-Operating Income spes Funds on External loans		
Redemption of Internal Advances of External Loans		
Investment Income - Operating		
Grants & Subsidie from State		
Non-Operating Expenditure spes Funds		
	-10,975,258	-5,966,260

## 31 (INCREASE)/DECREASE IN WORKING CAPITAL

(Increase)/Decrease in Inventory		
(Increase)/Decrease in Debtors		
(Increase)/Decrease in Long-term Debtors		
Increase/(Decrease) in Creditors		
	-3,156,754	1,642,753

## 32 INCREASE/(DECREASE) IN LONG TERM LOANS (EXTERNAL)

External Loans	40,748	106,583
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## 33 INCREASE IN SHORT-TERM LOANS (EXTERNAL)

External Loans

## 34 (INCREASE) IN EXTERNAL CASH ON HAND

Investments		
-------------	--	--

## 35 (INCREASE)/DECREASE IN CASH ON HAND

(Increase)/Decrease In Cash On Hand		
Cash balance beginning of year		
Less Cash balance end of year		

## 36 CONTINGENT LIABILITIES AND

CONTRACTUAL OBLIGATIONS

Building Society - Bond quarentees

## 37 CAPITAL COMMITMENTS

Commitments in respect of Capital Expenditure	20,877,000	10,104,000
Approved but not yet contracted for		
This expenditure will be funded from:		
Internal sources	10,104,000	10,104,000
External sources	9,773,000	
	20,877,000	10,104,000



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### 38 REVOLVING FUND

Accumulated Funds		
Creditors		
	45,639,355	41,751,384

Less:

External Investments		
External Loans to Institutions		
Staff Vehicle Loans		
Advances to Borrowing Services		

Temporary advance from/(to) Rate Fund	4,684,909	4,059,209
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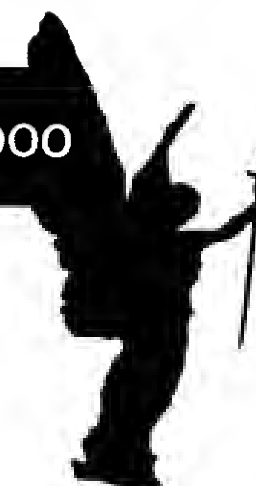
### 39 ADDITIONAL DISCLOSURES IN TERMS OF MUNICIPAL FINANCE MANAGEMENT ACT.

Contribution to Salga

Opening Balance		
Council subscription	92,410	160,410
Amount paid current year	92,410	160,410
Amount paid previous year		
Balance unpaid (Included in Creditors)	0	0



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### AUDIT FEES

Opening Balance		
Current year audit fee		788,014
Amount paid current year		788,014
Amount paid previous year		
Balance unpaid (Included in Creditors)	0	0

Vat		
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### PAYE and UIF

Opening Balance		
Current year payroll deductions		2,100,681
Amount Paid current year		2,100,681
Amount Paid previous year		
Balance unpaid (Include in Creditors)	0	0

### PENSION AND MEDICAL AID DEDUCTIONS

Opening Balance		
Current year payroll deductions and council contribution		7,268,702
Amount paid Current Year		7,268,702
Amount paid previous year		
Balance unpaid (Include in Creditors)	0	0



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32 Capital Commitments

33 Retirement Benefit information

34 Contingent Liability

35 In-kind donations and assistance

CAMDEBOO MUNICIPALITY  
Church Square / Kerkplein  
P.O. Box 71 / Posbus 71  
GRAAFF-REINET  
6280

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Tel : 049-8922121  
Fax : 049-8924319  
E-Mail : [townclerkgrtmun@intekom.co.za](mailto:townclerkgrtmun@intekom.co.za)